

**2022 POSITION AVAILABLE
COLORADO HOUSE OF REPRESENTATIVES**

The Colorado House of Representatives is seeking applicants for seasonal employment during the Legislative session which convenes from January 12, 2022 through May 11, 2022. This position is a nonpartisan position and does involve working some long hours. This is temporary employment that is **full time** for the stated four-month period. However, depending on workload, it could go until June 2022. The session position has seasonal status with the Department of Labor and Employment. We require applicants who are able to commit to working 40 hours a week for the stated four months.

Starting salary: \$150.00 per day plus benefits.

Some of the duties could be reassigned, but the following are short descriptions of the jobs available:

Enrolling Clerk

Responsible for incorporating all passed amendments into House bills. They are responsible for the final proof all House bills and amendments and preparing them for delivery to the Governor. Enrolling Clerks must maintain detailed files on all bills, resolutions and memorials. They must have excellent typing, computer and word processing skills and they must have ability to proofread accurately. Attention to detail is imperative.